



ROBERT B. TAYLOR  
CHIEF PROBATION OFFICER

**COUNTY OF LOS ANGELES  
PROBATION DEPARTMENT**

9150 EAST IMPERIAL HIGHWAY, DOWNEY, CALIFORNIA 90242  
(562) 940-2728



August 24, 2006

The Honorable Board of Supervisors  
County of Los Angeles  
383 Kenneth Hahn Hall of Administration  
500 West Temple Street  
Los Angeles, California 90012

Dear Supervisors:

**APPROVAL OF CONTRACT WITH LONG BEACH BETTER LEARNING AFTER  
SCHOOL TODAY (BLAST) TO PROVIDE OPERATION READ PROGRAM LITERACY  
TUTORING SERVICES TO MINORS  
(3 VOTE, 4TH SUPERVISORIAL DISTRICT)**

IT IS RECOMMENDED THAT YOUR BOARD:

1. Approve and instruct the Mayor to sign the attached sole source contract with Long Beach Better Learning After School Today (BLAST), a private non-profit community-based organization, to provide literacy tutorial and related services to at-risk youth in the County's School Cluster 4 in the amount of \$131,400, for a term commencing October 1, 2006 through June 30, 2007. Funding for this contract is included in the FY 2006-07 Adopted Budget.
2. Delegate authority to the Chief Probation Officer to approve the addition or replacement of any agency subcontracting with Long Beach BLAST.
3. Delegate authority to the Chief Probation Officer to prepare and execute contract amendments to extend the contract term for three additional 12-month periods, in an amount not to exceed \$131,400 each, upon approval as to form by County Counsel.
4. Delegate authority to the Chief Probation Officer to prepare and execute amendments to the recommended contract for any decreases or increases not to exceed 10% of the contract amount and/or 180 days to the period of performance pursuant to the terms contained in the contract, upon approval as to form by County Counsel. The Chief Probation Officer will notify the Chief Administrative Office in writing within 10 business days after execution.

**PURPOSE/JUSTIFICATION OF RECOMMENDED ACTIONS:**

The purpose of the recommended actions is to obtain Board approval of the attached contract with Long Beach Better Learning After School Today (BLAST). Long Beach BLAST is a private non-profit community-based organization that will provide literacy and related services in the County's School Cluster 4 to at-risk youth under the Operation Read program.

On November 16, 1999, your Board approved the Long-Term Self-Sufficiency (LTFSS) Plan which included 46 projects to assist CalWORKS participants and, in some instances, low-income families not receiving CalWORKS to achieve long-term self-sufficiency. The Probation Department was the lead agency for Operation Read, Project #25 and, in conjunction with the Department of Public Social Services, was instructed to return to your Board for approval of an implementation plan for the projects involving CalWORKS Performance Incentives funding. On March 7, 2000, your Board approved the LTFSS implementation plans for Operation Read, Project #25. Subsequently, on July 25, 2000, your Board approved 10 lead CBOs to coordinate and provide literacy tutorial and related services to targeted at-risk youth at LTCs in targeted areas within Los Angeles County. Unfortunately, as a result of budget curtailments, the LTFSS program and funding ended on June 30, 2003 resulting in the termination of all of the contracts.

On June 23, 2003, your Board approved a motion to fund the Operation Read Program for FY 2003-04 with net County cost (NCC). To reduce the break in services, begin the services immediately, and ensure that established goals were met, contracts were awarded on a sole source basis to contractors who had held Operation Read contracts in the past and demonstrated they could provide the required services upon contract award. These contracts expired on September 30, 2005. The Department re-solicited for the literacy services and made contract award recommendations.

The contracted services include the provision of a literacy tutoring center (LTC) and related services to minors who are 10-17.5 years of age through the Operation Read program for the County of Los Angeles Probation Department. The services are intended to: 1) promote collaborative crime reduction strategies based upon raising the academic achievement and literacy levels of minors, and 2) offer individual attention to



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minors home on probation or in foster care and in-home placement systems that will raise their academic achievement and literacy levels. Identified measures include, but are not limited to, increased academic achievement, increased school attendance, increased school participation, reduction in juvenile arrests, and successful completion of probation.

The agency previously providing the literacy services in School Cluster 4, the Long Beach Boys and Girls Club, did not extend its contract past its expiration date of June 30, 2006. Consequently, literacy services for School Cluster 4 were impacted and a sole source contract is necessary to eliminate the current break in services. Long Beach BLAST has the infrastructure and expertise necessary to provide the services immediately. The proposed agency has an administrative office located in School Cluster 4, has extensive educational resources, and can commence services as soon as a contract is awarded.

#### Implementation of Strategic Plan Goals

The recommended Board action is consistent with the Countywide Strategic Plan Goal #1: Service Excellence: Provide public with easy access to quality information and services that are both beneficial and responsive, and Goal #5: Children and families well-being: Improve the well-being of children and families in Los Angeles County as measured by the achievements in the five outcome areas adopted by the Board: good health, economic well-being; safety and survival; social and emotional well-being; and educational/workforce readiness.

#### FINANCIAL IMPACT/FINANCING:

The estimated initial annual cost for this contract is \$131,400. Funding for this contract is included in the FY 2006-2007 Adopted Budget. No additional NCC is required to fund the recommended contract. The contract includes provisions of non-appropriation of funds and budget reductions.

Subsequent contract extensions will be in an amount not to exceed \$131,400 and subject to available funding.

### **FACTS AND PROVISIONS/LEGAL REQUIREMENTS**

The scope of work for the contracted services is to provide and coordinate the following services: 1) an LTC, 2) provide services at sites which meet the requirements of the Probation Department with an assigned Deputy Probation Officer, 3) tutor one-on-one or in a small group of up to 10 youths at a time with five or fewer being most optimal for a minimum of three hours per week, which may continue until the minor is reading at grade level, 4) provide daily required services as specified in the contract statement of work and 5) and provide services Monday through Friday, after school, during summer break, holidays and weekends. The targeted at-risk youth must read at least two grade levels below standard for their age 10-17.5 years of age, and priority will be given to the older youth who are functioning below the fourth grade level.

In accordance with the Department of Human Resources memorandum dated November 16, 1995, the contract has been reviewed concerning the provisions for hiring displaced County employees. The Contractor agrees to give first consideration to hire permanent County employees targeted for layoff, or qualified former County employees who are on a re-employment list after the effective date of the contract and during the life of the contract.

The contractor agrees to comply with the Chief Administrative Office memorandum dated October 6, 1997, which states the agencies will comply with the provisions for hiring participants in the GAIN/GROW program.

The contract is Non-Prop A. Consequently, there are no departmental employee relations issues and the contract will not result in a reduction of County services. Additionally, the Department has evaluated and determined that the Living Wage Program (County Code Chapter 2.201) does not apply to the recommended contract.

Probation will not require the contractor to perform services that exceed the Board-approved contract amount, scope of work, and/or contract dates.



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The contractor has been instructed to register on the WebVen in accordance with the Chief Administrative Office memorandum dated July 19, 2002.

The contract includes all County requirements, including, non-responsibility and debarment, child support compliance, Safely Surrendered Baby Law, and the provisions of paid jury service time for their employees.

County Counsel has approved the contract as to form.

#### **CONTRACTING PROCESS**

The proposed contract is recommended for award on a sole source basis to reduce the current break in services in School Cluster 4. The recommended contractor, Long Beach BLAST, has the capability to provide the services as soon as a contract is awarded.

#### **IMPACT ON CURRENT SERVICES (OR PROJECTS)**

Approval of the recommended actions will enable the Probation Department to continue providing the literacy services in School Cluster 4.

Respectfully submitted,



Robert B. Taylor  
Chief Probation Officer

Attachment:

C: Chief Administrative Officer  
County Counsel